

877—9.3(77GA,ch1225) Requests for training funds.

9.3(1) *Request for training funds.* Labor-management committees may request training funds from DWD by submitting a request letter and training plan. The training plan shall include a description of each training session to be conducted, who will provide the training, when the training will be provided, and the cost of the training session.

9.3(2) *Request submittal.* Completed requests shall be submitted to the Department of Workforce Development, 150 Des Moines Street, Des Moines, Iowa 50309, Attention: Labor-Management Coordinator.

9.3(3) *Review procedure.* Eligible requests will be reviewed and approved by staff of the DWD. A monthly report of requests received and funded will be provided to the DWD board.